

31st Circuit Judicial Commission
Associate Circuit Judge Vacancy
Instructions for Applicants

1. All applicants should review Supreme Court Rules 10.28 and 10.31 pertaining to the judicial selection process.
2. Complete and mail or deliver the original and one copy of the application, flat and unfolded, to The Honorable William W. Francis, Jr., Chair of the Commission, at the address listed below. Mail or deliver one copy of the completed application, flat and unfolded, to the other Commission members as listed below. **Your application must be received by 5:00 p.m. on August 30, 2013**, to be considered by the Commission.
3. Attach your photograph or a copy of your photograph to the original and to each copy of the application to assist the Commission in identifying applicants.
4. List no more than five persons as references who can attest to your personal and professional qualifications for the office of Associate Circuit Judge. Do not include as a reference any active judge of the 31st Judicial Circuit.
5. Reference letters should be delivered to the Commission pursuant to the instructions as set forth in the "Guidelines for References." **All reference letters must be received by August 30, 2013**, to be considered by the Commission.
6. Applicants who are chosen will be interviewed by the Commission on September 24 and 25, 2013, at 9:00 a.m. You will be notified of the specific date, time, and location of your interview at least one week in advance. The interviews will be open to the public; however, applicants should not attend the interviews of other applicants.
7. Members of the 31st Circuit Judicial Commission are:

The Honorable William W. Francis, Jr. (Chair)

Missouri Court of Appeals, Southern District
300 Hammons Parkway, Suite 300
Springfield, MO 65806
417-895-6820

Mr. Clifton Smart, Esq.
901 South National Avenue
Springfield, MO 65804
417-836-8507

Mr. Andrew K. Bennett, Esq.
P. O. Box 10009
Springfield, MO 65808-0009
417-447-4400

Ms. Linda F. Fowler
P. O. Box 10828
Springfield, MO 65808
417-831-3890

Mr. Steven Stepp
2739 Claremont
Springfield, MO 65804
417-863-1925